

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, July 28, 2003 – 5:30 p.m.

Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:30p.m. on 28 July 2003 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven
Arthur Nash
Charles M. Medvitz
Bob Newman

Lee District Representative, Chairman
Marshall District Representative
Scott District Representative
Airport Tenant/Owner

Dennis Hunsberger
Raymond E. Graham

Citizen at Large
Fauquier County Board of Supervisors
Cedar Run District

County Staff:

Tony Hooper
Billy Jenkins

Assistant County Administrator
Operations and Support Services

Staff:

Chad Carper
Mike DeBeau

Campbell and Paris Engineers
Campbell and Paris Engineers

Absent:

Willis P. Risdon
Sparky Lewis
Rick Gerhardt
Kenneth W. Hyde

Citizen at Large
Town of Warrenton
Cedar Run District Representative
Center District Representative

Visitors:

No visitors present at meeting.

2. Adoption of the Agenda:

Dennis Hunsberger moved and Chuck Medvitz seconded a motion to adopt the agenda as presented. The motion was carried unanimously.

3. Adoption of the Minutes:

Dennis Hunsberger moved and Arthur Nash seconded a motion to adopt the June 23, 2003 meeting minutes as amended, noting two corrections. The motion was carried unanimously.

4. Finance Committee Report:

Dennis Hunsberger provided a review of the financial statement for the period ending June 30, 2003. Although the fund report had not yet been completed, it appears that the Airport ended the year with a positive balance. At an upcoming meeting, the report of the year-end cash balance will be presented.

Dennis Hunsberger reviewed the Midland proposal to develop a third t-hangar and estimated costs and income if the County were to construct the hangar. There was discussion concerning future County construction of hangars. The proposed lease with Midland was reviewed and a discussion initiated concerning default provisions and notice to subleases. Tony Hooper indicated that only the portion of the lease concerning the business terms had been included in the agenda material. He would check to make sure these issues were covered in the balance of the lease.

A motion was made by Dennis Hunsberger and seconded by Jim VanLuven to recommend to the Board of Supervisors that the Midland proposal for the third t-hangar be accepted. The motion was approved 5 to 1 with Chuck Medvitz voting against the resolution

5. Operations Committee Report:

Bob Newman reported for the committee that repairs to the taxiway was now complete. The committee also believed a crisper understanding of the roles and responsibilities of the FBO and Manager was needed. It was requested that a copy of the current FBO agreement be provided to all committee members at the next meeting.

At the next meeting of the Airport Committee, there will be a discussion concerning changes to rates for hangar rentals and tie-downs and the fee for operating a flight instruction business. The committee also plans to start review of the minimum specifications and standards in September.

Billy Jenkins reviewed the five bids received for t-hangar repairs. The committee concurred with recommendations to award the bid to Miller Brothers in the amount of \$35,888. Billy also noted that the air conditioning unit in the terminal had been replaced at a cost of \$3,800.

Tony Hooper reported that Cindi Martin was now working for the County as a temporary part-time employee.

6. Update – Campbell and Paris:

Chad Carper reported the Chemung had completed the final items pertaining to the construction of the second t-hangar. Work on Phase One of the Airport improvements was now progressing well. Mike DeBeau indicated that when rain days are accounted for that the project was on schedule for Phase One (taxiway, fence, clearing, road relocation) to be completed by November 2003. Bidding for Phase Two worked is underway with bids to be opened on August 22, 2003 and work scheduled to begin in Spring 2004. It was also reported that a change order had been executed reducing the scope of Phase One work.

Chad is also working on grant agreements for the AWOS and third t-hangar engineering and site work.

Committee members discussed the need to obtain a glidescope as part of the improvement package. It is felt that safety rather than demand should be the criteria for funding. The possibility of approaching Congressman Wolf for assistance in this matter was suggested.

7. Update – Tony Hooper:

Tony Hooper reported that progress on the airport sewer system continues with the project to be bid in August and awarded in September. Tony indicated that he, Cindi Martin, and the Chairman and Vice-Chairman would attend the Department of Aviation annual meeting in August.

It was requested that in the discussion next month of t-hangar and tie-down rates, that comparative information from other airports also be presented.

8. Roundtable:

Ron Gatewood proposed that a self-service fueling station be added as a part of future improvements. This issue, as well as a wash rack will be considered as a part of Phase Three improvements.

Ray Graham suggested that at a future meeting discussion of renaming the airport to Fauquier County Airport and the implications of such a change he discussed.

The next meeting is scheduled for 5:30 p.m. August 25, 2003.

With no further business, the meeting adjourned at 7:26 p.m.